



DEPARTMENT OF THE NAVY
NAVAL EDUCATION AND TRAINING CENTER
NEWPORT, RHODE ISLAND 02841-5000

IN REPLY REFER TO:

NETCNPT/LOCAL AREA RI
COORDINST 5090.1A
Code 40E
30 Jan 95

NETCNPT/LOCAL AREA RHODE ISLAND COORDINATOR INSTRUCTION 5090.1A

From: Commander

Subj: CONTINGENCY PLANNING

Ref: (a) Oil and Hazardous Substance (OHS) Spill Contingency Plan
(SCP)
(b) OPNAVINST 5090.1B

1. Purpose. To implement reference (a), which contains site-specific spill contingency plans (SCP) for commands on the Naval Education and Training Center (NETC) complex. This plan conforms to the requirements and guidance provided by the United States Environmental Protection Agency (EPA) and the state of Rhode Island, for efficient, coordinated, and effective area-wide response actions to oil and HS emergencies throughout the NETC area of responsibility. This instruction has been completely revised and must be read in its entirety.

2. Cancellation. NETCNPT/LOCAL AREA COORDINST 5090.1 and NETC OPLAN 7-81.

3. Responsibilities. The responsibilities of participants in the NETC SCP are listed below.

a. Facility Incident Commander (FIC), who is the base commander, or a designated representative, per reference (b), shall:

(1) Ensure that proper spill prevention measures are implemented for any OHS operation at NETC.

(2) Develop, annually review, and update this SCP.

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(3) Ensure all response personnel have received necessary training.

(4) Ensure that adequate emergency response equipment, including personal protection equipment, is available and properly maintained.

(5) Coordinate annual drills of the SCP plan.

(6) Establish, in coordination with the Navy On-Scene Commander (NOSC), delivery orders with emergency response contractors under United States Coast Guard (USCG) blanketing order agreements.

(7) Coordinate and direct all Navy/contractor on-scene response operations for OHS spills within their activities.

(8) Coordinate with the NOSC, any additional assistance that may be required.

(9) Coordinate all required initial telephone notifications with the NOSC. Submit situation reports to all concerned, as appropriate.

(10) Assist the NOSC with personnel and equipment in responding to major Navy or non-Navy spills upon request. Coordinate transportation and other logistic requirements.

(11) Advise the NOSC when on-hand resources are down, depleted or otherwise unavailable in the event of an OHS event.

(12) Prepare an annual budget for the procurement and maintenance of equipment and training of On-Scene Operations Team (OSOT) members.

b. NETC Public Works Director/NETC Fire Chief shall:

(1) Act as the designated FIC, responsible for directing and coordinating all on-scene spill response actions.

(2) Activate or authorize the activation of all or part of the OSOT, as required, during an incident response.

(3) Coordinate all required notifications to federal (outside the Navy), state, or local agencies and the news media, with the Commander NETC (COMNETC), Newport, and the NOSC.

(4) Coordinate all required assistance from federal, state, or local response organizations and private contractors with the NOSC.

(5) The Public Works Director is also responsible for designating, training, and maintaining appropriate Public Works divisions for the OSOT.

c. NETC Fire Protection Branch (Code 264) shall:

(1) Act as the spill response center responsible for receiving all initial spill reports 24 hours/day.

(2) Alert/activate the OSOT members in conjunction with the FIC, and coordinate required outside assistance and notification with the FIC AND NOSC.

(3) Provide initial containment for a spill, if possible, and fire fighting capabilities for the OSOT, as needed.

(4) Request assistance from local fire departments if additional fire fighting assets are needed.

(5) Designate a Navy On-Scene Team Leader (NOSTL) for coordinating and directing the operational OSOT emergency response. Responsibilities of the NOSTL include:

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(a) Conducting a hazard assessment and providing the NETC Fire Chief with a recommendation to either implement or not implement the SCP.

(b) Initiating containment and control procedures.

(c) Coordinating on-site emergency response activities, including the efforts of outside assistance agencies.

(d) Coordinating first-aid activities if injuries are involved.

(e) Conducting post-emergency hazard assessment and inspection to ensure that the area and equipment utilized are decontaminated and that it is safe to resume operations.

(f) Ensuring that the appropriate incident reporting is completed.

d. The NETC Public Works Department's Production Officer (Code 40B) reports to the Public Works Director and is directly responsible for designating, training, and maintaining the specialized trades and transportation sections for the OSOT. When requested by the FIC or NOSTL, the Production Officer will activate these two sections for the OSOT. After normal working hours the responsibility of Code 40B is assumed by the Public Works Watch Officer (PWWO).

e. The Specialized Trades Division (Code 45) of the NETC Public Works Department is responsible for the containment and cleanup of a discharge or release of oil. This division has assets available for cleanup of spills on land and water and may be called to assist in the cleanup of hazardous substances (HS) spills.

f. The Transportation Division (Code 47) of the NETC Public Works Department is responsible for transporting all required personnel, equipment, and materials to the incident scene as directed by the Production Officer, NOSTL, or FIC. The

Transportation Division is also responsible for transporting all waste generated during the emergency response to the central hazardous waste storage area or other designated locations.

g. NETC Transient Personnel Division Officer (Code 24) is responsible for coordinating spill responses on water with visiting ships, providing direction in use of equipment and information on tides and harbor characteristics.

h. Naval Hospital, Newport RI, is responsible for providing or arranging for all required medical care for injuries resulting from the discharge or release of OHS or occurring during the emergency response. The hospital provides only outpatient care and, therefore, only treats minor injuries. Serious injuries would be treated at the Newport Hospital. The Naval Hospital, Newport has four ambulances available to transport patients to either the on-base hospital or the Newport Hospital. The Industrial Hygiene Division of the Preventive Medicine/Occupational Health Department, will assist the NETC Safety Office with developing a health and safety plan.

i. The Environmental Protection Division (Code 40E) of the NETC Public works Department shall:

(a) Provide technical assistance to the OSOT during an emergency response in the areas of reportable quantity limits, required notifications, sampling and analysis, cleanup procedures, MSDS and disposal of cleanup supplies and recovered material.

(b) Assist the FIC in notifying the appropriate outside agencies.

(c) Coordinate planning for the OSOT Emergency Response.

(d) Update SCP.

(e) Document all meetings, drills, and spills.

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j. The NETC Safety Office (Code 12) is responsible for developing a site specific health and safety plan and providing the OSOT with assistance on safety and health issues. The Safety Office will advise the OSOT on safety issues such as personal protective equipment, and exposure limits.

k. The Engineering Division (Code 42) of the NETC Public Works Department is responsible for providing information regarding facilities and utilities at NETC Newport. The Engineering Division also has access to drawings of oil storage tanks and other facilities to assist the OSOT in stopping processes and operations, if necessary.

l. The NETC Command Duty Officer (Code 23) is responsible for logistics during OSOT emergency response, coordinating security, public affairs, legal, and basic services (such as messing, lodging and sanitary facilities), and coordinating all notifications.

m. The NETC Public Affairs Office (PAO) (Code 11) is responsible for all media relations associated with an emergency response. The PAO is the only OSOT member authorized to talk to the media and, if necessary, shall answer any questions posed by the media and coordinate media site visits.

n. The NETC Security Department (Code 26) is responsible for implementing all required security measures during an emergency response as directed by the FIC and NOSTL. Security measures could include isolating the spill site, implementing the evacuation plan, and rerouting traffic.

o. Resident Officer in Charge of Construction (ROICC) shall:

(a) Coordinate the procurement aspect of the OSOT emergency response. Responsibilities include coordinating contracting offices for procurement of spill response and cleanup services and other needs, and handling all financial matters pertaining to the response.

(b) Provide personnel for monitoring, auditing and tracking all costs associated with contractor-related activities.

(c) Ensure that all contractors working at NETC are advised of procedures to activate SCP.

p. The NETC Staff Judge Advocate (Code 003) is responsible for providing assistance on legal issues pertaining to the emergency response.

q. Tenant commands/activities that store and/or use oil and/or HS, will maintain a local SCP; all components of local SCP's may be found in reference (a). In addition, they are responsible for ensuring their local SCP is adequate.

r. Newport Hospital is responsible for providing medical care for serious injuries resulting from the discharge or release of oil or HS occurring during the emergency response. Naval Hospital, Newport, has established a partnership agreement with the Newport Hospital to provide this service.

s. Portsmouth, Middletown, and Newport Fire Departments are responsible for providing additional fire fighting assets when requested by the NETC fire department. The NETC fire department has a mutual aid fire fighting assistance agreement with these towns to provide this service.

t. USCG, District 1, can advise the NETC OSOT on responding to a spill or discharge of an OHS into navigable waters. If necessary, the Coast Guard would send a representative to the site to provide advice on the response.

u. Regional Environmental Coordinator (REC) for NETC Newport, located at the Submarine Base, Groton, CT, has been established to coordinate environmental issues for NETC and other naval activities in this geographic area. The REC is designated as the NOSC for NETC and is responsible for providing assistance when a response is beyond the capabilities of the OSOT, there is

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danger to human health or the environment, or there is media interest in an incident.

4. Action. The Environmental Protection Division, Public Works Department, at ext. 3735, will be responsible for maintaining, revising, and updating reference (a).



R. K. FARRELL

Distribution:

List A,C,D,E,F(less 1, 2, 5, 7, and 10),
G(1 and 2),H(3),I,K

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